

BRONX COMMUNITY COLLEGE
of The City University of New York

MINUTES - FACULTY COUNCIL MEETING - NOVEMBER 19, 1964

The meeting was called to order by the Chairman, President Meister, at 12:30 P.M. to consider the following agenda:

- I. Minutes
- II. Communications and Announcements
- III. Unfinished Business
- IV. Committee Reports
- V. New Business
- VI. Adjournment

Dr. Meister welcomed the new members of the Faculty Council, Professors Krey and Prince, and Miss Stringham.

I. Items I, III, VI, VII of the Minutes of the meeting of October 8, 1964 were corrected as follows:

- I. Delete "none"; insert "joint Faculty Council-" after "at."
- III. A. Lines 11 and 24: replace "Board of Estimate" by "Budget Bureau."
Line 20: replace "October 15" by "October 1."
B. Last line: add "as part of a panel discussion."
C. Last line: add "Professor Saueracker is the Chairman."
- VI. A. Line 2: insert "(AL)" after Hirshfeld,
"(EO)" after Rosenstock,
"(DR)" after McLaughlin.
B. Line 6: delete "the pertinent policy statement of the Board of Higher Education."
Line 7: add "the Board of Higher Education document on appeals."
Line 14: replace "recommended" by "announced"; replace "be" by "is being."
- VII. Delete "by the Chairman."

Professor McLaughlin asked that comments made by Professor Doroshkin on the subject of appeals to the P & B Committee be added to the minutes. He agreed to submit for inclusion in the minutes a statement incorporating these remarks.

The minutes were adopted as corrected.

II. Communications and Announcements.

A. The College Budget

1. Mimeographed copies of the Budget Request submitted by Dr. Meister to the Chancellor may be obtained by any interested faculty members as long as the supply lasts.

2. Dr. Meister urged that all those interested in the budget attend the public hearing on the budget request conducted by the B. H. E. Committee on Finance and Facilities, on Thursday, November 19, at 4 P.M. at Hunter College.

3. Dr. Meister reviewed the steps by which the request reached the stage of the public hearing:

a) Requests from all departments had been filed with Dean Silverman by early October;

b) The College P & B Committee considered all requests and made some modifications;

c) The proposed budget was submitted to the Chancellor;

d) The Chancellor passed it on to the B. H. E. Committee, which called the public hearing.

4. Special features of the budget request:

a) Expected enrollment figures for next year -
First semester: 2500
Second semester: 2100

These figures include an expected 500 matriculated students from the ranks of those who are now non-matriculated as well as new high school graduates.

b) An increase of \$1.5 million dollars over the present budget.

c) Formulae employed for calculating the total number of personnel required, as in the 6 previous requests, consider size of student body, average class size (22 in general, 15 in nursing), teaching load (15 hours/week), administrative, supervisory, counseling, and technical services.

d) Among the 73 new personnel requested, are 10 full professors, 20 associate professors, 24 assistant professors, 14 instructors, and 5 part-time lecturers. A full-time staff nurse, a physician, clerical and custodial help have also been requested, as well as many more full-time lines for evening and summer session.

e) Funds have been requested for a new entering freshman class in the discovery program.

f) The Budget Examiner is expected to visit the college early in 1965 to inspect the college records and ask college officials to justify the budget request.

g) Results will be known in April when the Mayor announces the Executive Budget. This is then acted upon by the Board of Estimate and the City Council.

5. In response to questions, Dr. Meister said that the "Y" is available for college use but that Dean McGrath and others have been exploring other possibilities, such as the Melrose Building. Full use will be made of the Nursing Center and the Concourse Center. The President also said that regularly scheduled salary increases have been taken into consideration in making up the budget request but that salary increases for those working part-time have not yet been included. It is hoped that the latter will be included in the next budget.

B. Parent Meetings

1. College Discovery Program, Nov. 22, Dr. Wilkinson in charge.
2. Entire student body, Dec. 4, Dr. Minkin in charge.

C. Economic Opportunities Act

Dr. Meister attended a meeting in Albany at which Dean Orvis and the New York State Administrators of the Anti-Poverty Act were present. Many details have yet to be clarified. One important facet of this Act is the work-study program, providing us with funds to employ students up to 15 hours a week at \$1.50 per hour, provided that the work performed is inherently worthwhile and fulfills educational objectives.

D. Dr. Minkin made the following announcements:

1. A meeting, organized by Professor Saueracker, Coordinator of High School Liaison, is scheduled for Thursday, November 19, at 2 P.M. for high school guidance counselors, who will hear about B. C. C. career programs.
2. Professor Saueracker hopes to conduct a similar meeting at the Nursing Center to disseminate information about the nursing curriculum.
3. On Friday, December 4, parents will be invited to the college from 8-10 P.M. The parents will first meet in the auditorium to hear from the President and the Deans, and will then visit areas of special interest in the building. Dr. Minkin said that it will be helpful to have the names of the faculty members who plan to attend, so that they may be listed for parents' convenience in locating them.
4. An improved program of "curriculum advisement," coordinated by Dean Minkin under the supervision of the Dean of Faculty, has been inaugurated. An attempt has been made to assign all students to faculty members with similar interests. In Liberal Arts, for example, there are advisers for students with expressed interests in elementary education, social work, science, mathematics, English, history, etc. These faculty members were selected by Heads of Curriculum

and Chairmen of Departments and were invited to serve by the Dean of Faculty.

It is expected that freshmen advisers will carry their students through college. Advisers will have the opportunity to consult transcripts and other pertinent materials. Their area of responsibility will include seeing the students in their group who wish to change their programs in any way after registration, thus assuring the students a continuity in his academic advisement not available until now. The possibility of time allowance for those carrying heavy responsibility for advising is being considered for next semester and next year. When advisers discover problems which go beyond their academic responsibilities, they will refer the students to the student personnel counselors.

III. Unfinished Business - none

IV. Committee Reports

A. Academic Standing - postponed because of the absence of Dean Tauber.

B. Committee on Committees

1. The committee, in analyzing its responsibilities, has set itself 4 primary tasks:

- a) Fullest utilization of talent of faculty in governance of college through committee work;
- b) Interpretation of requirements of Bylaws with respect to committees;
- c) Implementation of decisions of Faculty Council and Faculty;
- d) Review of existing policies in the light of changes at the college.

2. The committee presented a list of members of the standing committees of the faculty for the approval of the Faculty Council, with the following corrections:

- a) In the Summary of Standing Committees, Dean Tauber should be listed as "Dean of Faculty" rather than "Dean of the College."
- b) The Committee on Academic Standing should have Dean Silverman and Professor Rosenfeld listed as representatives of the Administrative Officers, rather than of the Evening Session.

3. The need for adding names, such as the names of Deans Tauber and Silverman, on the roster of the Admissions Committee, was suggested. The Bylaws specify who shall be included in the membership of the standing committee, but it remains to be clarified whether these specifications are minimal or all-inclusive. Minutes of the November 13 meeting of the Committee on Committees indicate that the composition of this committee is currently under consideration.

A motion was carried to accept the report of the Committee on Committees with the understanding that changes should be considered and may be made after consultation with Faculty Council officers and others.

4. Professor Tyson reminded the Council that it had voted to create a Fund-Raising Committee as a standing committee of the Faculty. However, the

Committee on Committees saw little chance of success for the new committee and recommended consideration of the matter by the full faculty. Disagreement arose on what procedure would be consonant with the Bylaws. Dr. Meister suggested that the Bylaw Revision Committee consider the matter.

C. Curriculum - Dr. Monticone relinquished his turn in order to save time.

D. Faculty Welfare

Professor May presented the recommendation of the Committee on Faculty Welfare that the Faculty Council consider the proposal that Bronx Community College ask the other community colleges and other interested groups to join us in petitioning the Board of Higher Education to enact a resolution substituting pertinent sections of Articles XIV (requirements for promotion and appointment) and XV (salary schedules) of the 4-year colleges for Articles XIV and XV of the Bylaws for Community Colleges. The Committee on Faculty Welfare did not offer its judgment on the question, only its recommendation that the proposal be considered

A motion was passed that Professor May prepare a paper on the proposal, including affirmative and negative viewpoints and distribute the paper to the faculty for study.

E. Nominations and Elections

Professor Caffrey said that results of the recent election had been distributed.

V. New Business

A. B. H. E. and B. C. C. Bylaws

1. At the suggestion of Professor Caffrey, a motion was passed to add to Article I, Section 2 of B. C. C. Bylaws, the following titles in accordance with Article VIII #108.1 of the B. H. E. Bylaws: Assistant Dean, Assistant Director, Associate Registrar, Associate Librarian, Assistants to Librarians.

2. Professor Caffrey said that the phrase in the B. H. E. Bylaws "...and such other members of the staff as the faculty may add because of their educational responsibilities" would allow us to permit those appointed after September 1, 1965 to be voting members of the faculty even though they do not have tenure, and would make the last sentence in Article I section 2 of the B. C. C. Bylaws unnecessary. Dr. Meister said that the Counsel of the B. H. E. had affirmed the correctness of our procedure for this academic year. No difficulties are foreseen for succeeding years, since we expect to have enough tenurees to justify the existence of a faculty council. It was decided that further discussion would be postponed for referral to the Bylaw Revision Committee.

3. P & B Plans - No. 1 and No. 2 - Discussion postponed for next meeting. Dr. Meister asked everyone to familiarize himself with the differences in the plans.

4. A Bylaw Revision Committee was elected (as prescribed by the Faculty Council on 4/23/64) consisting of Professor Caffrey (Chairman), Professor Buckley and Dr. White. One of the functions of the committee shall be to decide on a recommendation as to the future status of the committee. Professor Reynolds pointed out that the Legislative Conference recommended that such a committee be a standing committee with the responsibility of considering both B. C. C. and B. H. E. Bylaws.

B. Health Insurance Plans - Discussion postponed.

VI. Adjournment

The meeting was adjourned at 2:10 P. M.

Respectfully submitted,

Sally I. Lipsey
Secretary

mr
12/2/64